

**PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER BOARD OF
DIRECTOR'S MEETING**

JULY 8, 2021

PRESENT: Randy Johnson, Bev Bartlett, Debi Lundberg, Megan Borchardt, Mary Derginer, Eileen Littig, Dennis Rader, Amy Payne, Amy Barhite, Michael Conley-Kuhagen

ABSENT: Terry Hetzel

EXCUSED: Robert Johnson, Pat Lassila

ALSO PRESENT: Kristin Willems, Devon Christianson, Christel Giesen, Robin VanRemortel, Ker Vang, Jim Montgomery, Denise Misovec

Chairperson Johnson called the meeting to order at 8:35 a.m.

PLEDGE OF ALLEGIANCE

INTRODUCTIONS:

ADOPTION OF THE AGENDA:

APPROVAL OF THE MINUTES OF MEETING OF May 27, 2021:

Ms. Littig/Ms. Lundberg moved to approve the minutes of the regular meeting of May 27, 2021.

MOTION CARRIED with no negative vote.

COMMENTS FROM THE PUBLIC: None

FINANCE REPORT:

A. REVIEW OF MAY 2021 FINANCE REPORT:

Ms. VanRemortel referred to the May 2021 Financial Highlights and ADRC Summary Report to demonstrate the expenses and revenues for May 2021.

Ms. Bartlett/Mr. Conley-Kuhagen moved to receive the May 2021 finance report and place on file. **MOTION CARRIED with no negative vote.**

B. REVIEW OF DONOR DIRECTED DONATIONS:

Ms. VanRemortel reviewed May 2021 Donor Directed donations.

ADRC BY-LAWS REVIEW & UPDATE:

- A.** Ms. Christianson shared the ADRC by-Laws do not currently recognize board members joining meetings virtually are not recognized as present and cannot vote. Ms. Christianson also shared that Caregivers stated and are not represented as appropriate in the by-laws.

Mr. Rader/Ms. Littig moved to amend ADRC by-laws to include caregivers throughout the document and consider board members attending meetings virtually as present allowing them to vote/take action during meetings. **MOTION CARRIED with no negative vote.**

REPORT OF THE EXECUTIVE & FINANCE COMMITTEE:

Chairperson Johnson explained that the Executive & Finance Committee reviewed and approved the 2022 preliminary budget. He noted many line items are estimates as revenues from other sources are still outstanding.

Ms. Christianson referred to the ADRC Budget 2022 PowerPoint to demonstrate initiatives and direction for 2022 including revised structure, deletion and addition of positions and wage adjustments to bring staff whose salaries were below midpoint to midpoint of salary range. This includes:

- Deletion of Dementia Care Assistant position
- .25 FTE Grounded Café' Leader
- Dining Site Assistant- De Pere
- I&A Functional Screen Lead changed to I&A Assistant Coordinator
- Addition of 1 FTE Elder Benefit Specialist
- Addition of .5 Caregiver Support position
- (2) .5 FTE Grounded Café' Lead positions
- Addition of .5 FTE Grounded Ambassador position
- Addition of .5 HBM Program Assistant position

Ms. Christianson shared that all is not yet known regarding funding, though it may not be needed, the proposed budget uses net assets to present a balanced budget

Ms. Derginer/Ms. Bartlett moved to approve the preliminary 2022 ADRC Budget and to use ADRC net assets to balance 2022 budget as presented. **MOTION CARRIED with no negative vote.**

REPORT OF THE UNLEARNING RACISM TASKFORCE:

Taskforce members are:

Chairperson Johnson, Ms. Littig, Mr. Rader, Ms. Lundberg, Mr. Robert Johnson, Ms. Willems

Chairperson Johnson referred to a handout and provided an update of potential action items the board can take for unlearning racism including:

- Create an Advisory Council
- Consider changing ADRC Board of Directors meeting days/time
- Observe/exchange members of other community Boards
- Reach out to faith communities
- Book studies
- Hiring diverse staff and director

Chairperson Johnson shared more meetings and communication will be forthcoming.

Ms. Littig/Ms. Payne moved approve the report of the Unlearning Racism Taskforce. **MOTION CARRIED with no negative vote.**

DIRECTOR'S REPORT:

A. Board Vacancies:

Ms. Christianson shared that there are several board vacancies. Ms. Christianson asked that board members refer potential candidates from their circles of influence. Populations that must be represented by one candidate in each category as follows:

- 60+
- Intellectual Disabilities
- Physical Disabilities

ANNOUNCEMENTS:

Ms. Christianson invited board members to join the ADRC for the All-Agency meeting on August 10, 2021.

NEXT MEETING – The next meeting will be August 26th, 2021 at the STEM Innovation Center 2019 Technology Way Green Bay, WI 54311 at 8:30 AM.

ADJOURN:

Ms. Derginer/Ms. Lundberg moved to adjourn the meeting. **MOTION CARRIED with no negative vote.**

The meeting adjourned at 10:31 a.m.

Respectfully submitted,

Kristin Willems,

Administrative Services Coordinator